



February 2, 2015

Hello Canoers and Kayakers!

Along with this letter, this Bloomington Canoe Rack Application Packet contains the *2015 Canoe Rack Procedures and Policies*, the *Canoe Rack Rental Agreement* and the *2015 General Canoe Rack Application*. Please review all three of these documents and if you are interested in renting a canoe rack complete the application, including signature and payment of \$77.24 per rack, to Parks and Recreation (attention: canoe racks) at the address shown on the bottom of this page. Applications with credit card payment may be faxed or e-mailed. If you choose to fax your application we ask that you call to confirm its receipt.

Applications may be submitted at any time during the season as long as racks are available. All applications will be processed upon receipt. As soon as applications are processed the receipt and decal will be mailed out to renters. The 2015 rental season is scheduled to begin May 1, 2015 and end October 31, 2015. These dates may vary due to unseasonable weather. If the dates are changed a notice will be posted on the Canoe Rack page of Bloomington's website (www.BloomingtonMN.gov keyword: canoe rack) and an e-mail will be sent to all renters who have included their e-mail address on their application.

If you have any questions or need additional information regarding canoe rack rental do not hesitate to contact me.

Sincerely,

Mara Evans
952-563-8882
MEvans@BloomingtonMN.gov



2015 CANOE RACK PROCEDURES and POLICIES

ASSIGNMENT OF RACKS

Return renter applications: Will be available prior to October 31, 2014. 2014 Renters in good standing will have priority regarding 2015 rental if a Return Renter Canoe Rack Application form and payment is received by 4:30p.m. December 31, 2015.

General applications: Will be available online and at City Hall (January 20th for residents and February 2nd for non –residents) and may be submitted as soon as they are available. Applications will be processed upon receipt, as time permits.

Processing of applications: All Return Renter Applications will be processed upon receipt and assigned their 2014 rack. Beginning January 2, 2015 returning applicants requesting a different rack will be processed in the order they were received, as availability permits. If a transfer to a more desired rack is not available the applicant can choose to stay on the 2014 rack or request a cancellation. (See refunds below.) New resident renter applications will be available January 16th and must be submitted by January 30, 2015 at 4:30p.m. and will be processed upon receipt, as time permits. New resident renter applications may be used by all Bloomington residents new to canoe rack rental and resident return renters who missed the return renter priority period (above). General applications will be available beginning February 2, 2015 and processed upon receipt, as time permits. General applications may be used by anyone applying for a rack after February 2nd.

EXCHANGE OF RACKS

Subject to approval of the Parks and Recreation Manager and to the recording of the reassignment in the Parks and Recreation office, rack holders are permitted to (1) exchange racks with each other; (2) replace a watercraft with a newly purchased watercraft provided the new watercraft is of suitable size for rack; and (3) in the event of a sale, change the name of the permit holder to the new owner. In the event of a transfer of the craft to a new owner, assignment of rack to the new owner will continue for the current year. Vacated racks will be reassigned by the Parks and Recreation Division. If rack holders choose to exchange racks, the request must be made in writing, by both parties, directly to Bloomington Parks and Recreation.

APPLICANT

The Bloomington Parks and Recreation Division will recognize only the person whose signature appears on the Application/Agreement form as being the responsible holder of the canoe rack. At no time may this individual sub-lease or receive moneys for the use of his/her leased rack without acquiring authorization from the Parks and Recreation Manager.

RACK RENTAL PERIOD and REMOVAL OF CRAFT AT SEASON'S END

The canoe rack rental season is May 1, 2015 through October 31, 2015. All crafts, locks, etc. must be removed from the racks no later than **October 31st, 2015**. Watercraft still on racks after October 31, 2015 may be impounded. A minimum service charge of \$50.00 will be required for property owners to reclaim their craft. Also, in order to provide protected storage space, impounded crafts owners will be charged a minimum fee of \$50.00 per month that their craft is impounded.

ACCEPTABLE WATERCRAFT (Type & Maximum Dimensions)

In addition to canoes, the only other watercraft to meet the criteria for use of racks are sailboards or kayaks. **No watercraft may exceed the following dimensions: 20 feet in length, 36 inches in width and 20 inches in depth.**

STATE LICENSE

All watercraft used in the City of Bloomington must be licensed by the State of Minnesota, in accordance with provisions of the Bloomington City Code, article III, Section 5.21 (7)(D). Applicable exception to this law would be non-motorized watercraft 10 feet in length or less. For registration information call the Minnesota Department of Natural Resources at 651-296-2316.

SECURING OF CRAFT

It is mandatory that your craft be secured by your own device to the assigned rack at **BOTH the front and the rear**. This is to prevent the possibility of the watercraft coming loose during high winds. When this occurs, damage to other watercraft could be considered the liability of the rack holder who failed to have his/her watercraft properly secured. Each watercraft must sit securely on its assigned rack. No craft should be touching/resting on the ground.

REVOCATION OF PERMIT

Permits for the current year may be revoked in cases where the rack remains unused without sufficient cause by the permit holder for any consecutive 4-week period or in a case where the permit holder has been advised that the watercraft is not appropriately secured to rack and permit holder does not make the required corrections.

REFUNDS

The rental fee may be refunded (less a \$10.00 administrative fee) if requested in writing and received prior to April 17, 2015.

SUBSEQUENT RENTALS

Canoe rack rentals will not be ongoing from season to season. All applicants must reapply each year.

(OVER)



CANOE RACK RENTAL AGREEMENT

I hereby certify that I am the registered owner of the craft described on my application and that the address shown is my legal address.

I hereby agree that all persons using this craft will obey all rules and regulations of the Parks and Recreation Division, City Ordinances and State Laws pertaining to watercraft use.

It is expressly agreed that if the above statement is shown to be false; or if any rules or regulations of the Parks and Recreation Division, City Ordinances or State Laws are violated by the craft owner, or persons using the craft, the City of Bloomington is authorized to remove the craft from the lake. In case of such removal, I agree to pay the City of Bloomington the cost of the removal including storage costs incurred. The City of Bloomington may retain possession of the craft until costs are paid in full.

I have read, and agree to abide by, the City of Bloomington's 2015 Canoe Rack Procedures and Policies (printed on the reverse side of this page).

I agree to remove my watercraft from its rack no later than October 31, 2015. I understand that if my craft is not removed by the above date it may be impounded with a minimum service fee of \$50.00 required to reclaim the watercraft.

I agree to assume all risks incident to or in connection with the rental and use of the canoe rack and shall be solely responsible for all accidents or injuries of any kind.

I further agree to indemnify and hold harmless the City, its officers and employees from and against all claims, damages, losses and expenses resulting from the rental and use of the canoe rack according to this agreement.

IT IS FURTHER UNDERSTOOD AND AGREED that if the permit is revoked for any of the above reasons the permit fee will not be refunded.

Applicant's signature on the Canoe Rack Application acknowledges receipt and agreement to the policies contained within this Canoe Rack Rental Agreement.



For office use only:
Date Received _____
Processed by _____
Rack #(s) assigned _____

2015 Canoe Rack Rental Application

(for the 2015 season of May 1 – October 31)

Applicant Information

Last Name*	_____	First Name*	_____
Address*	_____	City*	_____ Zip Code* _____
Home Phone #*	_____	Alternate Phone # (Work/Cell)	_____
E-mail address	_____		
Supplying e-mail address will provide you with additional information & timely updates (i.e. extension of season due to good weather)			

Canoe/Kayak Information

Manufacturer *	_____	Length (20 ft maximum)	_____
Factory Serial #*	_____	<input type="checkbox"/> canoe <input type="checkbox"/> kayak <input type="checkbox"/> other	_____
MN Watercraft #**	_____	Exp year **	_____ Color* _____
If available I would like rack #(s) _____ (please list in preferential order).			
If these racks are not available, please assign a rack keeping in mind that I prefer (please rank in order of preference or indicate NO if not acceptable) <input type="checkbox"/> upper <input type="checkbox"/> middle <input type="checkbox"/> lower <input type="checkbox"/> close to path <input type="checkbox"/> accessible			

Additional Kayak Information (if rack is to be used for 2 kayaks*)

Manufacturer *	_____	Length (20 ft maximum)	_____
Factory Serial #*	_____	Color*	_____
MN Watercraft #**	_____	Exp year**	_____ <input type="checkbox"/> canoe <input type="checkbox"/> kayak <input type="checkbox"/> other _____

I have read and agree to abide by the Canoe Rack Rental Agreement and the Canoe Rack Procedures and Policies

Owner/Applicant Signature *

Date

Payment Information

<u>ENCLOSE \$77.24 (\$72.00 + tax) per rack RENTAL FEE</u>			
<input type="checkbox"/> Check (made out to City of Bloomington)	<input type="checkbox"/> Cash	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard <input type="checkbox"/> Discover
Name on credit card _____			
Signature _____		Amount Authorized _____	
Credit card # _____		Expiration Date: _____	

***required information**

**** required for watercraft over 10' in length**